

**Minutes of the Meeting of the Brandon Age Friendly Committee of Council  
Held June 20, 2024, at 5:15 p.m. in the Councillors Meeting Room, 410 9<sup>th</sup> Street**

**Present:**

Chair Nancy McPherson, PMH Representative  
Co-chair Susan Boyachek, Citizen Representative  
Doug Fraser, Citizen Representative  
Areta Donnelly, Citizen Representative  
Sylvia Barr, Citizen Representative  
Tom Keep, Citizen Representative  
Jim Doppler, Citizen Representative  
Pamela McTavish, Program Assistant  
Perry Roque, City Representative (left at 5:54 pm)  
Kaley Dueck, Administrative Assistant

**Regrets**

Heather Karrouze, Councillor  
Greg Hildebrand, Councillor

**1.0 Call to Order**

Chair Nancy McPherson called the meeting to order at 5:11 p.m.

**2.0 Approval of Agenda**

(28/2024)

**Motion:** Doug Fraser/ Areta Donnelly

To approve the June 20, 2024, Age Friendly Committee meeting agenda as amended with the following additions:

Item 6 (f) Age Friendly telephone line

***Carried***

**3.0 Approval of Age Friendly Committee Minutes**

(29/2024)

**Motion:** Jim Doppler/ Tom Keep

To approve the meeting minutes of May 16, 2024.

***Carried***

**4.0 Presentation**

N/A

**5.0 Correspondence**

N/A

**6.0 Old Business**

**A. Action Plan/Metrics/Terms of Reference/Working Group updates - All**

Susan Boyachek advised that there were no updates, members of the Age Friendly Committee need to be appointed to various working groups. Jim Doppler put his name forward to be added to the Community Engagement Network and Development Plan working group.

The Newsletter/Vignettes working group will include Areta Donnelly, Tom Keep, Nancy McPherson, Heather Karrouze and Sylvia Barr.

(29/2024)

**Motion: Areta Donnelly/ Doug Fraser**

Motion to amend the Newsletter working group to include working on the WCG Vignettes.

***Carried***

The Seniors Resource Guide working group will include Jim Doppler, Susan Boyachek, Pamela McTavish with Seniors for Seniors acting as a partner. The Ageism Workshop working group will include Areta Donnelly and Sylvia Barr.

(30/2024)

**Motion: Susan Boyachek/ Doug Fraser**

Motion to adopt the Working Group Terms of Reference with additional appointments effective June 20, 2024.

***Carried***

**B. WCG Programming initiative**

Pamela McTavish advised that WCG will be creating 23-minute videos, any shorter video created would need to be hired with the \$3000.00 videographer budget. It would cost about \$400.00 for a one-minute video. Once they are completed, the IT department can put those videos on YouTube and/or the City of Brandon website. WCG will only keep the vignettes on their website at most for six months. Discussion took place on having students from ACC or one of the high schools create these videos as a student project.

**C. July 2024 Newsletter & proposed future content**

The committee has decided that the second Thursday of the month will be the deadline for content submission for the newsletter, the third Thursday of the month will be the committee review at the Age Friendly meeting and the fourth Thursday of the month will be the send out date of the newsletter.

**ACTION ITEM:** Pamela McTavish will follow up with Carla Richardson to make sure the transportation article is accurate based on their conversations and will start an Excel spreadsheet to keep track of the list of articles published in each month's newsletter.

Perry Roque left at 5:54 pm.

**D. Vision Zero Update**

**Motion: Areta Donnelly/ Tom Keep**

Motion to appoint Jim Doppler as the alternate stand-in for the Vision Zero Task Force meetings.

***Carried***

**ACTION ITEM:** Areta Donnelly will send out the minutes from the Vision Zero meeting she had missed to the Age Friendly Committee when she receives them from Sam van Huizen.

**E. BU Student Project – home care fact sheet/poster distribution**

Susan Boyachek, Doug Fraser, and Pamela McTavish will be presenting the WCG vignettes and the BU Student Project to Council.

**ACTION ITEM:** Nancy McPherson and Doug Fraser will send the report and home care brochures to all public and private participants in the development of the document to show them the findings.

## **F. Age Friendly Telephone Line**

Sylvia Barr discussed her meeting with Seniors for Seniors about the Age Friendly telephone line and the questions they had. The committee discussed the possibility and challenges of compiling useful information in spreadsheets or creating a database.

## **7.0 New Business**

### **A. Transit Route Planning & Long-Term Strategy interview**

**ACTION ITEM:** Susan Boyachek will invite Shilpa Panicker and Carla Richardson to the July 18<sup>th</sup> Age Friendly Committee. She will also send the transportation report to Doug Fraser so that he can add his thoughts to it.

**ACTION ITEM:** Nancy McPherson will send out a Teams meeting invite to discuss the transportation report.

### **B. BU Clinical Placement request re: 4<sup>th</sup> yr Nursing students practicum**

Discussion took place on potential projects for the nursing students to work on. The working group for this project will include Sylvia Barr, Jim Doppler, and project contact Doug Fraser.

**ACTION ITEM:** Susan Boyachek will send past project description, former projects, and relevant information about the slow lane pilot program from Sobeys in Alberta to the working group.

**ACTION ITEM:** Pamela McTavish will respond to the request email and let them know that a project scope description will be sent to them in the next few weeks.

### **C. Brandon & Area Community Foundation grant application re Resource Guide**

It was suggested that this application be saved for when the committee has a larger project. Discussed alternate grant applications with Healthy Together and BNRC.

**ACTION ITEM:** Susan Boyachek will investigate the requirements for the Healthy Together: Mental Health & Wellbeing & BNRC grants for covering the cost of the Resource Guide printing.

## **8.0 Information Items**

N/A

## **9.0 Adjournment**

(31/2024)

**Motion:** Jim Doppler

To adjourn the meeting at 7:05 pm.

***Carried***

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*Co-Chairperson*

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*Date*

Next Meeting: July 18, 2024 @ 5:15 pm

Minutes prepared by Kaley Dueck.